



COMMONWEALTH OF MASSACHUSETTS

TOWN OF NEW MARLBOROUGH

OFFICE OF THE BOARD OF SELECTMEN

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Nathaniel H. Yohalem, Chair

Tara B. White

Michele Shalaby

Board of Selectmen

Minutes of October 28, 2013

Board Members Present: Nathaniel Yohalem, Chairman

Tara B. White

Michele Shalaby

Others Present:

Michael Skorput, Administrative Assistant

Jessica Bosworth, Administrative Secretary

The Work Session convened at 6:00pm.

Ed Harvey

Emergency Management Director, Ed Harvey, came before the Board for input and discussion regarding the \$2,030.00 EMP Grant awarded to the Town for Highway Department materials. The signs and barricades initially sought for the Highway Department are no longer on the MEMA list of available items so there is question as to what items to purchase. The Board suggested that Mr. Harvey work with Highway Superintendent, Charles Loring and Police Chief, Scott Farrell to decide on the necessary equipment.

The Blackboard Connect expense was also addressed with the Board. The cost of the service is currently \$1,600.00 per year taken from the Emergency Management Expense Account. The amount is likely to increase with the next fiscal year which could then take away from training expenses for Mr. Harvey. The Board recommended that the Emergency Management funding be adjusted according to the projected need of the department.

There was a discussion about creating a list of residents that live alone and/or have special needs to add to the Blackboard Emergency Contact List and to provide to neighbors that would be willing to check in on them during a storm or power outage. Prudence Spaulding, present in the audience, offered her assistance in the project.

Mr. Harvey would like to provide training on the Blackboard Connect system to Michele Shalaby, Administrative Secretary, Jessica Bosworth and Officer Frank Graham to assist in sending alerts or announcements during times of need.

The Selectmen's Meeting convened at 6:34pm.

After a discussion a motion was made, seconded and so voted by all members to approve the minutes of October 21, 2013 subject to the review of the Award of Bids.

Updates and Announcements

Jessica Bosworth provided the Board with an update regarding the meeting with Shayna Spencer and Michele Shalaby to discuss grant work for the Town. The areas of research suggested by the members of the Board included: roads and bridges, renovations [to Town Hall], energy efficiency replacements, the Library, all emergency services, cell tower placement, and possible assistance for seniors.

Chairman Yohalem read aloud a letter of interest from John Schreiber in becoming a member of the Conservation Commission. **After a discussion a motion was made, seconded and so approved by all members to appoint John Schreiber to the Conservation Commission for the term ending June 30, 2014.**

Chairman Yohalem announced the Certification of Completion to Prudence Spaulding from the Executive Office of Elder Affairs, Health Benefits University. She has earned four Continuing Education hours for relicensing. The Board extended its congratulations to Ms. Spaulding. Administrative Assistant, Michael Skorput, updated the Board with information on the Transfer Station repairs. The DEP has approved the repair plan changes and Mr. Skorput is in the process of obtaining a permit from Building Inspector, Tom Carmody. The Board expects the repair cost estimates from Joe Wilkinson by next week's meeting.

It was announced that Legislature will be working on the \$150,000.00 grant money earmarked for townships to design and repair roads and bridges in November.

The Board would like to publicly auction three parcels of land owned by the Town, totaling \$48,000.00 owed in back taxes and fees. Treasurer, Patricia Mielke has arranged with attorneys Berenson & Bloom to contact an auctioneer and draw up a contract for the Board to sign. The auction would take place sometime in January and proceeds from the sales would be deposited into the General Fund.

Jessica Bosworth gave an update on the status of Foley Bridge. The pre-construction meeting has been set for Wednesday, November 6th at 11:00am beginning at Town Hall and to be continued at the bridge. Attendees will include Engineers from the BSC Group and J.H. Maxymillian, the Clerk of the Works, Charles Loring, Chairman Yohalem, Michael Skorput and Jessica Bosworth. It was noted that the Board will further discuss the Clayton Mill River Culvert at the Special Town Meeting.

Michele Shalaby presented a comparison report on the costs of upgrading to the fiber optic network for Internet service at the Town Hall, Library and Fire Station. The annual cost for all three buildings combined would increase approximately \$600.00. **After a discussion a motion was made, seconded and so voted by all members to approve the installation of the micro-fibre Internet at all three buildings [Town Hall, Library and Fire Station] with the costs of services and equipment not to exceed \$2,500.00 and the \$600.00 increase of monthly and**

annual charges. Chairman Yohalem revisited the proposal to upgrade the phone service to a Voiceover IP System. The monthly phone charges would remain about the same, but would require a new system at the cost of around \$5,000.00. **After a discussion a motion was made, seconded and so approved by two members, opposed by one, to install the Voiceover IP System.**

It was noted that there is still no updated information on the Police software contract, the letter from the American Legion or the proposals for a safe in order to store Town records.

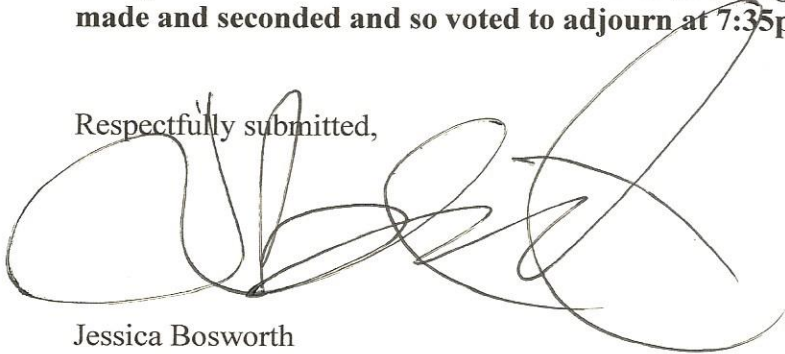
Chairman Yohalem read aloud the proposal from Lee Audio N' Security for a new security system at the Town Hall. The installation cost included motion detectors, fire alarms, an interior security siren and key pads at \$2,346.00 plus applicable taxes and a monitoring fee of \$285.00 per year. The Board decided to discuss the matter with Charles Loring for the Highway Department and Fire Station and receive quotes for the installation of all three buildings.

Prudence Spaulding, present in the audience, wanted to announce her thanks to Tom Carmody and Charles Loring for their help in contacting two local animal owners.

Chairman Yohalem announced that the Town Hall will be open to give candy for Trick or Treat on Halloween night between the hours of 5:00pm – 7:00pm.

Being that there was no further business to be brought before the Board, a motion was made and seconded and so voted to adjourn at 7:35pm.

Respectfully submitted,

A large, stylized handwritten signature in black ink, consisting of several loops and flourishes, positioned above the printed name of the Administrative Secretary.

Jessica Bosworth
Administrative Secretary